Department of Development

# Roadwork Development Grant (629) Program
# **Program Guidelines**

The Roadwork Development Grant Program ("629 Program") was created to promote economic development, business expansion and job creation by providing roadwork improvement funding for eligible projects in the State of Ohio.

The Ohio Department of Development 629 Program provides grants to local jurisdictions with an economic development project to assist them with eligible public roadwork improvement costs. A secondary goal of the 629 Program is working with employers benefiting from the public roadwork improvement to create new jobs or preserve existing employment opportunities in the State of Ohio.

**Eligible Grantees**

Eligible grantees include, but are not limited to, those engaged in public roadwork improvements, including the construction, reconstruction, maintenance or repair, that directly relate to increased investment, job creation and/or retention. Retail projects are ineligible for the 629 Program.

The grantee must be a state agency, municipality, township, county, port authority, public airport or other units of local or quasi-local governments such as Community Improvement Corporations, Community Development Corporations or Community Urban Redevelopment Corporations formed pursuant to the Ohio Revised Code.

Private individuals or organizations may receive funds from the 629 Program to construct public roadways or to fund other eligible activities on behalf of the governmental agencies if deemed appropriate by the Director of ODSA based on criteria set forth in Amended Substitute House Bill 53, Section 122.14.

**Eligible Project Costs (as identified in the project scope)**

- Roadwork improvements
  - Lane-widening
  - Creation of turn-lanes
  - Paving/resurfacing
  - Installation of signs or lighting
  - Any other roadwork improvements intended to assist the entity or entities involved in the improvement of the project site
- Infrastructure
- Sewer and Water (reconstruction and relocation at the project location)
- Technological improvements

    - Electrical signals
    - Modernization of instruments
    - Any other improvements made in the upgrade and/or installation of public roadwork
- Appraisals and right-of-way acquisition
- Costs of professional services
    - Planning and design
    - Engineering (design, construction)
    - Individuals and/or contracted personnel directly relating to the project
- Freight/Shipping as it relates to the project
- Legal services
    - If a proceeding is commenced by Development and is resolved by consent or compromise pursuant to an agreement entered into between the grantee and the State government, the costs may be eligible to the extent specifically provided in such agreement.
    - If a proceeding is commenced by the Federal government, by a local or foreign government, or by an employee or former employee, the costs may be eligible if an authorized official of Development determines that the costs were incurred as a direct result of:
        - A specific term or condition of the grant.
        - Specific written direction of an authorized official of the appropriate Development program office.

**Available Funding**

The 629 Program is allocated a budget at the beginning of each fiscal year (July 1) for costs directly related to public roadwork improvements. Funds are distributed based on the process outlined below. Development will fund to the grantee a percentage of the overall eligible roadwork costs.

**Term**

The typical term of a roadwork development grant is two years, but may vary by project. The effective date of the grant is the State Controlling Board approval date, and the term of the grant runs through the metric evaluation date. These dates outline the period of time in which a grantee can incur costs related to the roadwork project. To enable Development to evaluate the success and monitoring of the 629 Program, grantees are required to submit annual reports by March 1 of each year.

**Application Process**

- Contact a member of JobsOhio or the JobsOhio Network staff to discuss a proposed project.
- If the project meets the eligibility requirements and receives approval from Development and JobsOhio, an offer letter will be issued to the local jurisdiction.
- Once the project is ready to move forward, the local jurisdiction must notify JobsOhio who will then release a Financial Assistance Application to the local jurisdiction for completion.

- The local jurisdiction submits a completed Financial Assistance Application, which will include sources and uses for the roadwork project, a description of the roadwork project and a map showing the location of the roadwork project.
- Once the application and all necessary documents are submitted, the project will be presented to the State Controlling Board for final approval.
- Upon State Controlling Board approval, a grant agreement will be issued to the local jurisdiction for execution.

**Disbursement process**

- The local jurisdiction must incur costs after the effective date and before the metric evaluation date; however, Development is willing to consider exceptions.
- The grant will be disbursed on a reimbursement basis to the local jurisdiction.
- The grantee will receive reimbursement for a defined percentage of the actual eligible project costs. This percentage will be defined in the agreement.
- The grantee will have up to 90 days after the End Date to submit supporting documentation for reimbursement.

**Metric Commitments**

By the Metric Evaluation Date defined in the Grant Agreement, the grantee must:

- Complete the eligible roadwork project.
- As a secondary goal, identify the creation or retention of jobs as a result of the grant.

**Annual Reporting**

The grantee will be required to submit annual reports for each year in which the agreement is active. The compliance contact provided by the grantee will be notified by Development staff in January with information to complete the required annual reporting requirements. The following information will be requested, along with other pertinent project information:

- Total costs of public roadwork improvements
- Number of jobs created and/or retained

**For more information, please contact:**

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